



22<sup>nd</sup> January 2024

Dear Board Member,

There will be a Board Meeting on **MONDAY 29<sup>TH</sup> JANUARY 2024 AT 6.00PM**

If you are unable to attend the meeting, please ensure that you submit your apologies.

If you feel you need additional information in advance of the Board meeting in relation to any Agenda Item, please do not hesitate to contact myself.

Yours sincerely

Linda

Linda Chelton  
**Chief Executive Officer**

[linda@craigdaleha.co.uk](mailto:linda@craigdaleha.co.uk)  
0141-631-5005

<u>MISSION:</u>	<u>VISION:</u>	<u>VALUES:</u>
<b>“WE ARE PASSIONATE ABOUT PROVIDING EXCELLENT AFFORDABLE HOMES AND SERVICES FOR OUR COMMUNITY”</b>	<b>“CHANGING LIVES FOR THE BETTER”</b>	<b>RESPECT OPENNESS TRUST LISTENING</b>

## BOARD & COMMITTEE MEETING SCHEDULE FOR 2024/25

The Board	Audit & Assurance Committee	Operational Services Committee	Community Events Group	Staffing Committee
	Finance, Audit, Risk Man, H&S & Policy	Housing, Maintenance, Factoring, Wider Role, Policy	Delivering community events (Open to Staff & Board Members)	Extra-ordinary Staffing Issues
Chair <u>Des Phee</u>	Chair <u>Stephen Kelly</u>	Chair <u>Louise Bacon</u>	Chair <u>XXX</u>	Chair <u>XXX</u>
Christine McCormack Morag Cameron Claire Taylor Des Phee Hilary Tennant Louise Bacon Stephen Baxter Kevin Boyle Stephen Kelly Lucy Madigan	Christine McCormack Claire Taylor Hilary Tennant Stephen Baxter Stephen Kelly Morag Cameron	Christine McCormack Morag Cameron Claire Taylor Des Phee Louise Bacon Kevin Boyle Stephen Kelly	Christine McCormack Morag Cameron  <b>TO BE ARRANGED WHEN REQUIRED</b>	Christine McCormack Morag Cameron Stephen Kelly  <b>TO BE ARRANGED WHEN REQUIRED</b>
Linda Chelton Frances Cunningham Lisa Campbell	Linda Chelton Frances Cunningham Fettes McDonald	Lisa Campbell Frances Cunningham Daniel Murray	Lisa Campbell Jaclyn McMahon	Linda Chelton Frances Cunningham

	The Board	Operational Services Committee	Audit & Assurance Committee	AGM	Business Away Day	Board Training
	Monday	Monday	Monday	Thurs	Friday	
<b>2024/25</b>	6.00pm	6.00pm	6.00pm	6.30pm	9.00am	6.00pm
Jan	29.01.24					
Feb	26.02.24		19.02.24			
March	25.03.24	18.03.24				
April	29.04.24					
May	20.05.24		13.05.24			
June	24.06.24					
August	26.08.24		19.08.24			
September	23.09.24	16.09.24		19.09.24		
October	28.10.24					
November	25.11.24		18.11.24			
<b>2025/26</b>						
Jan	27.01.25					
Feb	24.02.25		17.02.25			
March	31.03.25	24.03.25				

<b>Quorum:</b>	Board Meetings x 4	Committee Meetings x 3
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## Meeting of the Board of Craigdale Housing Association

to be held on Monday 29<sup>th</sup> January 2024 at 6.00pm

### Agenda

No	Agenda Item	Lead Person	Action Required	Enc
1.	Apologies: Morag Cameron, Hilary Tennant	Chair		
2.	Chairperson's Remarks	Chair		
3.	Declarations of Interest	Chair		
4.	Minutes of Previous Meetings:			
	a) Approval of Minutes of Board Meeting (27.11.23)	Chair	Approval	✓
	b) Matters Arising from Previous Meeting (27.11.23)	Chair	Approval	✓
	c) Approval of Minutes of Board Meeting (22.01.24)	Chair	Approval	✓
	d) Matters Arising from Previous Meeting (22.01.24)	Chair	Approval	✓
5.	Chief Executive Officer & Governance Report	CEO	Approval	✓
<b>ITEMS REQUIRING A DECISION</b>				
6.	Development Report		None	✗
7.	Governance Review Action Plan Report	CM	None	✗
8.	Policy Review: Draft Business Plan 01.04.24 – 31.03.27	CEO	Approval	✓
<b>ITEMS FOR NOTING</b>				
9.	Membership Report	CM	None	✗
10.	Notifiable Events Report	CM	None	✗
11.	Rent Report: December 2023	SHSO	Noting	✓
12.	Board & Staff Members Training Plan	CM	Noting	✓
13.	Equalities & Human Rights Action Plan Report	CEO	Noting	✓
14.	Policy Review Register	CM	Noting	✓
15.	Correspondence			
	a) BTO Solicitors: Renunciation SP Distribution Plc	Secretary	Approval & Signing	✓
	b) EVH – Pay Negotiations	Secretary	Noting	✓

	c) Thank You Card	Secretary	Noting	✓
	d) EVH – Annual Conference	Secretary	Noting	✓
16.	Any Other Competent Business:	Chair		
17.	Date of next meeting	Chair		
	<b>Monday 26<sup>th</sup> February 2024</b>			